



AMERICAN EMBASSY, NEW DELHI, INDIA

VACANCY ANNOUNCEMENT NUMBER: 10-028

The U.S. Embassy in New Delhi is seeking an individual for the position of Medical Officer in the Medical Unit.

Applicants must apply on Form HR-01 (Application form for Employment) and specify the vacancy announcement number. Applications not completed on Form HR-01, or without reference to a specific vacancy number will not be accepted. Only completed forms will be accepted. (Refer to application procedure below).

Only applicants who are selected for the interview will be contacted.

OPEN TO: All Interested Candidates

POSITION: Medical Officer, FSN-0505-12, DLA-502007
(Personal Services Agreement)

OPENING DATE: March 9, 2010

CLOSING DATE: March 23, 2010

WORK HOURS: WAE, Variable work schedule

SALARY: EFM/NOR: Grade: FP-3*
Ordinarily Resident: Grade: FSN-12*

*Starting salary and grade will be determined on the basis of qualifications and experience, and/or salary history.

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST BE RESIDING IN INDIA AND HAVE VALID WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION (PLEASE ATTACH COPIES OF RELEVANT DOCUMENTATION). APPLICATIONS WITHOUT RELEVANT DOCUMENTATION WILL NOT BE ACCEPTABLE.

- Serves as Medical Officer for U.S. Embassy New Delhi. Provides professional medical services to American employees (and dependents) assigned to the Embassy and all agencies associated with the Embassy.
- Has the overall responsibility for health care medical orientation, physical examination and immunization program at the post.
- Provides medical orientation for newcomers.
- Provides medical services for illnesses ranging from minor complaints to serious emergency illnesses or injuries requiring hospitalization and/or medevac. In conjunction with Embassy, determines need for medical evacuation and/or consultation with approved local health care providers and facilities.
- Provides physical examinations to employees and dependants prior to their departure for home leave and/or transfer.
- Manages and plans functions of the medical unit. This includes proper functioning of emergency medical equipment and the submission of required reports and cables in timely fashion to Management office for processing. Maintains monthly statistics and reporting to Regional Medical Officer and MED in Washington.
- Evaluates the quality of local health care providers. and facilities and establish required professional and personal relationships with local physicians and health care facilities.
- Helps to revise the annual post health and medical information booklet and contribute medical articles to the post newsletter.

QUALIFICATIONS REQUIRED

1. M.D. Collegiate degree, completion of an approved internship and a license to practice medicine acceptable to the host country and comparable to requirements in the United States.
2. Minimum six years of progressive experience equivalent in breadth and intensity to six years of formal residency training.
3. Level IV (Fluency) in Speaking/Reading English. Plus fluency in use of professional medical technology.
4. Should be sensitive to the needs and feelings of others and be approachable and personable in order to obtain and maintain the trust and confidence of employees and their dependents. Should have such personal traits as maturity,

stability, objectivity, resourcefulness, adaptability and sound professional judgment.

SELECTION PROCESS

Qualified Eligible Family Members and applicants with U.S. Veteran Preference will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Eligible Family Members who currently hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of that appointment.

TO APPLY

Interested applicants for this position should submit the following:

1. Application for Employment, Form HR-01 (Rev 05/04), available online at: or
http://newdelhi.usembassy.gov/job_opportunities.html
2. OPTIONAL: Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.
3. Candidates who claim U.S. Veterans preference must provide a copy of form DD-214 with their application

SUBMIT APPLICATION TO

U. S. Embassy
Human Resources Office
Shantipath, Chanakyapuri
New Delhi 110 021

FAX: 2419-8056

Or

E-mail: NewDelhiVacancies@State.gov

Please insert "VA# 10-028 (Vacancy Announcement Number) in the Subject of the E-mail. Applications without the Vacancy Number or with the incorrect Vacancy Number will not be accepted.

DEFINITIONS

1. EFM: US Citizen spouse or US citizen child as referred to in 14 FAM 511.3 (1), who is at least age 18, and who, in either case, is on the travel orders of a US citizen Foreign or Civil service employee or military service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad and under Chief of Mission authority.
2. Member of Household (MOH): Foreign born spouses, dependent children, unmarried partners of the same and opposite sex, parents, other relatives or adult children declared to the Chief of Mission who fall outside the Department's current legal and statutory definition of EFM.
3. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permit for employment in country.
4. Not-Ordinarily Resident (NOR): Typically NORs are US citizen EFMs and family members of FS, GS, and Military Personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

All applications for the Subject announcement must be received in the Human Resources Office by close of business **March 23, 2010.**

AN EQUAL OPPORTUNITY EMPLOYER